DEBRA BOWEN | SECRETARY OF STATE
STATE OF CALIFORNIA | ELECTIONS
1500 11th Street, 5th floor | Sacramento, CA 95814 | Tel (916) 657-2166 | Fax (916) 653-3214 | www.sos.ca.gov

November 26, 2008

County Clerk/Registrar Of Voter (CC/ROV) Memorandum #08318

TO: All County Clerks/Registrars Of Voters

FROM: Steven M Carda
Steven Carda
Elections Analyst

RE: November General: Voting History of Registered Voters

- CALVOTER REMINDER -

Please transmit a voting history file of registered voters who voted in the November 4, 2008 Election, as referenced in the California Code of Regulations, Title 2, Sections 20108.20(c) and 20108.75. This voting history file must conform to the file structure and naming convention as defined in the CalVoter and CalValidator Data Standards document (see attached excerpt).

Please send your CalVoter history file between now and January 5, 2009. The complete file should be copied to the Outbox on the CalVoter Workstation (C:\Calvoter\Outbox) for automatic transfer to our system.

Once you place this file in the CalVoter Workstation outbox, please complete the attached form and fax it to (916) 653-3214 or e-mail it to calvoterhelp@sos.ca.gov.

CalVoter Team Contact Information:

CALVOTER HELP LINE	**1-888-VOTECAL (1-888-868-3225)**
CALVOTER E-MAIL	**calvoterhelp@sos.ca.gov**

Cathy Ingram-Kelly	**(916) 651-8975**	**cingram-kelly@sos.ca.gov**
Jenny Chernis	**(916) 657-2080**	**Jennifer.Chernis@sos.ca.gov**
Steven Carda	**(916) 657-2305**	**steven.carda@sos.ca.gov**

CALVOTER VOTER HISTORY FILE

Vote history data is sent in a tab-delimited text file, using the standard CalVoter registrant transaction format (87 fields). (The LEMS system automatically appends this data to all LOAD files.)

File Naming Convention: XX######A.txt, where XX represents the county number and ###### is a six-digit number that increments with each file and A is an upper case alpha character to indicate the type of file (LOAD, UPDATE, VOTE HISTORY, etc) sent. For example, if the last file Monterey County sent was 27000257H.txt, the next file should be named 27000258H.txt

KEY FIELDS

Field #1: Transaction Code *(required)*

File Type	Transaction Code	What it does/Notes
VH LOAD	63	Deletes all existing voter history data in the CalVoter database and replaces it with the contents of the new LOAD file.
New VH	24	Inserts new voter history data into the CalVoter database.
VH Update	25 (change) 26 (delete)	Corrects existing voter history data in the CalVoter database.

Field #2: County Code *(required)*

Field #64: Election Code *(required)*

Must be one of the codes indicated below. Null is invalid. (We only collect data for statewide elections.)

Revised to include new election code (DP; Direct Primary)

Election Code	Election Description
DP	Direct Primary
PP	Presidential Primary
PG	Presidential General
GP	Gubernatorial Primary
GG	Gubernatorial General
SS	Statewide Special
SP	Legislative/Congressional District Special Primary
SG	Legislative/Congressional District Special General

Field #65: Election Year *(required)*

Last two digits of the election year. (For example, **08** for "2008".)

Field #66: Absentee Code *(optional)*

If the registrant voted by mail, use **A**. Otherwise, field should be <null>.

Field #67: Party Voted Code *(optional)*

Use ONLY the standard CalVoter qualified political party codes: **DEM, REP, AI, MIS, LIB, GRN, PF, DS.**

Field #69: Voting Precinct/Part *(required)*

The code identifying the registrant's voting precinct in the specified election. This field is limited to 11 characters. The value is expressed as "Precinct" or "Precinct.Part", e.g., **123456** or **123456.987**.

Field #86: Transaction Creation Date *(required)*

The date the transaction record was created, in the format "MM-DD-YYYY".

Field #87: Transaction Creation Time *(required)*

The time the transaction record was created, in the format "HH:MM:SS".

November 4, 2008, General Election
CALVOTER HISTORY NOTIFICATION RETURN

********** Attention: CALVOTER TEAM **********

FAX to (916) 653-3214 or

Email to calvoterhelp@sos.ca.gov

County: _____

Date: _____

Contact Name: _____

Contact Phone #: _____

☐ I have already placed our history file in the C:\Calvoter\Outbox directory on the CALVOTER workstation prior to the CCROV 08318 reminder notice.

Date Submitted: _____

☐ I have placed our history file in the C:\Calvoter\Outbox directory on the CALVOTER workstation.

File name: _____

Date: _____